

RHODE ISLAND PUBLIC TRANSIT AUTHORITY
BOARD OF DIRECTORS
MINUTES OF Monday, October 20, 2014 MEETING

Board Members Present: Mayor Scott Avedisian; Stephen Durkee; Margaret Holland McDuff; Maureen Martin; and Mark Susa

Absent: Jerome Williams; Director Michael Lewis and Peter Ginaitt

Also Present: Raymond Studley, CEO; Todd Gleason, Outside Counsel; Benjamin Salzillo, In-House Legal; Marie DiToro, Recording Secretary; and other members of RIPTA's staff, and members of the public whose names are on the sign-in sheet.

Agenda Item 1: **Board Approval of the September 29, 2014 Board Orientation Meeting Minutes**
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Mayor Avedisian calls the meeting to order. He asks for a motion to approve the September 29, 2014 Board Orientation Meeting Minutes. Ms. Martin makes a motion to accept the September 29, 2014 Board Orientation minutes as presented. Mr. Durkee seconds the motion and it passes unanimously.

Mayor Avedisian asks for a motion to approve the meeting minutes from September 29, 2014. Ms. Martin makes a motion to approve the minutes as presented. Mr. Durkee seconds the motion and it passes unanimously.

Agenda Item 2: **Public Comment**

(Board members take public comments under advisement, but do not respond except for clarifications. Members may follow-up on public comments in writing post-meeting as permitted by applicable law.)

Mr. Harrington states that he would like to give an update on Question 6 as he is part of the coalition that is moving forward on this. There are close to 50 agencies or associations that have endorsed it. As of last week, they got AAA to support a Mass Transit Bond. This is a huge deal. AAA has an average membership of 20% of all its drivers for all of the states except for Massachusetts which is at 15% and in Rhode Island it is 64% of all the drivers have AAA. So, by them signing on in support of Question 6 they will be able to potentially

reach 64% of the voting population of Rhode Island. He feels this is a huge win for question 6 on the ballot for November 4, 2014 election. Thank you.

Agenda Item 3: CEO Report

Mr. Studley states that the expenses are still down about 7% and the revenues have caught up some due to the federal draw downs have started up again and school is back in session.

Mr. Durkee states that he would like to get back to the Key Performance Indicators (KPI). He would like these put back into the CEO Report. Mr. Studley states that there has to be a conversation with the Board on what they think are good KPI's and what would like to see monthly.

Mr. Studley mentions that he and Ms. Pettine attended the ABBG (American Bus Benchmarking Group) Conference, ABBG will do a complete report comparing like sized agencies similar to RIPTA and he has asked them to come give a presentation on the KPI's they use for the Board, hopefully in January . Mr. Studley also mentions that RIPTA is still working with Brian Daniels from OMB on the R-Line KPI's and trying to grow the sample size of that data.

Lastly, in the CEO Report Mr. Studley states that Mr. Mencarini, Mr. McGrane and Ms. DiLauro have done an exceptional job at locking in fuel prices. They locked in at \$3.2325 through March 2015, dropping to \$3.16 through November 2015 and then down to \$2.991 per gallon for 480,000 gallons which would take RIPTA through March of 2016.

Mr. Studley moves on to the Kennedy Plaza update. CNU held an event last Wednesday evening; which included a Kennedy Plaza walk through with a panel discussion that followed. Mr. Studley was one of the panelists. The event was very well attended. He states there were approximately 100 people .

Mr. Durkee thanks Mr. Studley for doing a tremendous job representing RIPTA at the event last week. Mr. Studley thanks Mr. Durkee.

Ms. Pettine states that the concrete is getting poured this week which means the utility work is complete, for the most part. After that the landscape and amenities will be worked on. RIPTA is working feverishly on getting the shelters and signage here so the install goes smoothly and on schedule. The Planning department, IT, Transportation and the Union are all working together to make sure that the Choose Up is complete and that it coincides with the re-opening of the plaza. This is important so that it is the least confusing for the passengers and will provide a smooth transition back into the new plaza design. Ms. Pettine states that every single timetable is being reproduced because they are all affected by these changes and conversations are being had on the best way to communicate with customers about all of these changes so that RIPTA and its riders can be ready for opening day.

Mr. Durkee asks what the completion date is and Ms. Pettine responds the City's date is December 1, 2014.

Mr. Studley states that RIPTA will be closing the building at Kennedy Plaza for a couple of weeks prior to December 1 in order to paint, polish the floors and complete some renovations. He is hoping the City can help by providing another location near the plaza to locate customer service during these two weeks.

Mr. Studley states that one of the biggest complaints from the riders is the hours of customer service at Kennedy Plaza. RIPTA is looking to stay open later in the evening at Kennedy Plaza.

With no further questions on Kennedy Plaza, Mayor Avedisian moves on to the ATMS update. Mr. Studley states that they have weekly conference calls with Xerox. Xerox is in the process of revising the scope of work. The latest issue is that there are 28 buses that do not need installation and Xerox did state they would provide a credit for that. Installation is 99% complete. The AGC volume is still a problem and Xerox stated that they had a patch that would fix that problem; however it only fixes part of the problem, so they are trying to work that out. The other major problem is the health monitoring system; however Mr. Studley has asked them to focus on fixing the AGC problem and then move on to this. Another issue is that it takes a long time to log on to the system. Xerox got the chance to witness this problem first hand and that is good.

Mr. Tierney has completed an inventory analysis of all the equipment that is on the property and it is clear that some of the equipment was cannibalized to take care of some repairs. Mr. Studley and Mr. Salzillo are addressing this with Xerox's legal department. Going forward the inventory will be in the stockroom that Mr. Chadwick oversees.

Mr. Studley states that after attending the ABBG Conference and the APTA conference it is very clear that RIPTA is not the only one that has had problems with Xerox. Other transit agencies have had a lot of the same issues. That doesn't help the completion date or the situation RIPTA is in, however it does tell Mr. Studley that a lot of the issues belong to Xerox. A conversation is had regarding other agencies having issues with Xerox and what exactly they were and if they revolved around the 95% functionality.

Mr. Durkee asks if there is a completion date and Mr. Studley responds that there is no date as of yet, however he expects one as soon as Xerox completes the new scope of work. Xerox states that RIPTA is using part of the system and Mr. Studley states yes they are however RIPTA is paying for the use of the entire system, not part of it. Mr. Durkee asks if this goes back to the 95% and Mr. Studley responds yes. Mr. Studley states that his position is Xerox should fix what needs to be fixed and then the 5% would go away. He will not pay them anything more until it is completed. He states that things are getting better and closer to being fixed however they aren't there yet.

Mayor Avedisian states that Xerox's initial comments were that it was all RIPTA's fault that things were not going along smoothly and although RIPTA did have some issues, those problems have been fixed. It is clear now that most of the problems fall with Xerox.

Agenda Item 4: **2015 Board of Directors Meeting Schedule**

Mayor Avedisian states the 2015 schedule is in the Board packet and asks if there are any questions or concerns on the schedule. With none and the approval of the Board Members Mayor Avedisian moves on to agenda item 5.

Agenda Item 5: **Resolution Regarding State's Assumption of FY2016 Debt Service**

Mayor Avedisian states that coming out of the last Board Meeting Mr. Salzillo took comments from Mr. Williams and Director Lewis about a resolution asking the General Assembly to forgo RIPTA's debt service and pay it out of general funds. Mr. Salzillo drafted the resolution. Mr. Durkee made a motion to approve the Resolution. Ms. Martin seconds the motion and it passes unanimously.

Agenda Item 6: **MPA-230: HCH Enterprises**

Ms. LeClerc states that this is a request to award a contract to HCH Enterprises, LLC to provide the staff augmentation to assist with the project management of the ATMS project through the close of the project. The dollar limit on this MPA is \$100,000 and RIPTA has already spent approximately \$50,000 so this award is for the remaining \$50,000.

Ms. Holland McDuff makes a motion to approve the contract for MPA-230. Ms. Martin seconds the motion and it passes unanimously.

Agenda Item 7: Executive Session to consider, discuss and act upon such matters as may be closed to the public pursuant to R.I. Gen. Laws § 42-46-5(a)(2) regarding collective bargaining and litigation.

Mayor Avedisian asked for a motion to convene to Executive Session.

Mr. Durkee reads the law to go to Executive Session and made the motion. Ms. Martin seconds the motion and a roll call vote was taken. The motion to convene into Executive Session passed unanimously.

Agenda Item 8: Adjournment

Mayor Avedisian asks for a motion to seal the Executive Session minutes. Ms. Holland McDuff makes a motion to seal the minutes from Executive Session. Mr. Durkee seconds the motion and it passes unanimously.

Mr. Durkee makes a motion to adjourn the meeting. Ms. Martin seconds the motion and it passes unanimously.

Respectfully submitted,

Marie DiToro
Recording Secretary